

MINUTES
GRANT REVIEW COMMITTEE MEETING
Federal Formula Grants
9th Floor Conference Room
July 28, 2004
9:00 AM

Committee Members Present

Jim Ford
Susan Glassman
Johnny Horne
Marie Mobley
Jerry Maness
Joetta Yarbrow, chair

Juvenile Justice Staff Present

Diane Baham, Admin. Sec.
Ron King
Philip McKenzie
Vickie Morgan
Debrah Stafford, JJ Director
Vicki Taylor
Zanira Whitfield

*Linda Miller not in attendance but did submit her scores for consideration

Yarbrow opened the meeting at 9:20 AM stating there was \$793,000 in funding available for federal formula grants, \$624,461 for continuation grant funding and \$168,540 for new grant funding. She recommended the committee begin discussion with the continuation grants, and then discuss the new grants.

Yarbrow asked for suggestions to facilitate the review process for next year. Stafford explained the categories in which the applicants could apply for funding. She stated at the October meeting members voted on what would be submitted to OJJDP and the different categories we would fund with federal formula grant monies as well as what percentage will be funded. Stafford stated at that time the juvenile justice committee decided delinquency prevention, minority overrepresentation, juvenile court services, gender specific services, and deinstitutionalization of status offenders were the categories that would be funded. McKenzie and Whitfield explained the funding distribution across the state using the state map (Federal Formula, Title V, JABG

State Allocated and Pass Through, EUDL). Ford suggested adding committee members' scores with staff's scores to get a mean score for each application. Horne asked if the lowest score could be dropped and Yarbrow indicated it should not be done with continuation grants.

Committee members discussed the issue of grantee participation in training opportunities provided by Juvenile Justice staff. Yarbrow stated grantees received step-by-step information in completing grant applications as well as the opportunity to access Juvenile Justice staff for assistance.

IT WAS MOVED (FORD) AND SECONDED (HORNE) THAT, IN THE FUTURE, GRANT APPLICANTS RECEIVE THREE POINTS THAT WILL BE ADDED TO THEIR RAW SCORES IF THEY ATTEND GRANT APPLICATION TRAINING SESSION(S) PROVIDED BY THE JUVENILE JUSTICE STAFF. THE MOTION CARRIED UNANIMOUSLY.

Yarbrow directed members to the minutes of the conference call by the GRC. She explained grantees had been given the option of resubmitting their applications for reconsideration. She advised two grantees had resubmitted but did not score high enough to be funded. She stated it was then decided that the monies would be distributed to the other EUDL grantees. Yarbrow added an applicant had appealed the process. Stafford explained the Youth Crossing Bridges program had appealed the disapproval of their application. The GRC recommended the program apply for a Federal Formula Grant award. Stafford referred members to the July 2 letter to which Linda O'Neal responded by listing reasons for disapproval. Stafford advised an appeals committee had been formed by TCCY staff including Whitfield, Pam Brown, Pat Wade and herself to review the grant application. She added the Appeals Committee decided the application did not meet the criterion for the appeal. She stated the grantee was sent correspondence to that effect July 27, 2004. Yarbrow asked if any of the EUDL grantees had responded to the granting of additional funds to their applications. Stafford stated grantees had expressed their appreciation and were resubmitting their revised budgets to reflect that additional amount.

Committee members discussed the following continuation grants. It was decided continuation grants would be approved or disapproved on the merit of the grant and the committee would then award amounts for approved continuation grants. The following Federal Formula Continuation grantees were approved:

GRANT NUMBER	APPLICANT	VOTE	AWARD
CFF 03-04	Frontier Health, Inc.	Unanimous	\$15,000
CFF 05-04	Warren Co.	Unanimous	\$12,500
CFF 21-04	United Way of Blount Co.	Unanimous	\$15,000
CFF 22-04	American Family Institute	Unanimous	\$17,000
CFF 28-04	Little Children of the World, Inc.	Unanimous	\$35,205
CFF 36-04	Shelbyville Housing and Dev. Corp.	Unanimous	\$41,412

CFF 44-04	Henry Co. Board of Education	Unanimous	\$21,454
CFF 51-04	The Exchange Club Family Center	1 Abstention	\$45,000
CFF 52-04	Legal Aid of East TN	Unanimous	\$44,025
CFF 56-04	Children's Advocacy Center of Hamilton Co., Inc.	Unanimous	\$23,466
CFF 65-04	Junior's House, Inc.	Unanimous	\$39,467
CFF 66-04	Legal Aid of East TN	Unanimous	\$37,500
CFF 67-04	TN Legal Community Foundation	Unanimous	\$60,000
CFF 69-04	Youth Visions, Inc.	Unanimous	\$22,500
CFF 70-04	Knox Co. Government	Unanimous	\$57,431
CFF 71-04	TN Council of Juvenile and Family Court Judges	1 Abstention	\$35,000
CFF 73-04	West TN Legal Services, Inc.	Unanimous	\$45,000
CFF 82-04	TeenPEACE (of DVIC)	Unanimous	\$45,000

Yarbro stated there was \$181,040 left to distribute to new grantees (since two continuation grantees were not funded) with 63 grant applications to consider. She asked for suggestions to proceed. Ford suggested considering new grants with a composite score of 80 or more. Horne agreed to start with the highest scoring applications and approve until the funds have been disbursed. Yarbro suggested committee and/or staff could recommend the committee consider a lower scoring application. Members discussed the following applications and voted to approve the following new applications:

GRANT NUMBER	APPLICANT	VOTE	AWARD
NFF 02-04	Families of Incarcerated Individuals	Unanimous	\$40,000
NFF 31-04	The University of TN-Chattanooga	Unanimous	\$40,000
NFF 35-04	Girl Scouts Council of Cumberland Valley	Unanimous	\$21,040
NFF 59-04	Shelby Co. Div. Corrections	Unanimous	\$40,000
NFF 74-04	Catholic Charities of TN, Inc.	1 Abstention	\$40,000

Yarbro asked members to discuss any applications of special interest but which did not receive a composite score of at least 80. Horne asked members to consider funding NFF 19-04. Discussion of this application followed but no motion was made.

The following applications were approved but there were no remaining FFG funds to award. Committee members suggested a statement be included in their letters to reflect "no funding available."

GRANT NUMBER	APPLICANT	VOTE
NFF 12-04	Community Mediation Center	Unanimous
NFF 42-04	Bradley Co. Juvenile Court	Unanimous
NFF 49-04	Girls Inc. of Chattanooga	Unanimous
NFF 50-04	Coalition for Kids, Inc.	Unanimous

Stafford asked if additional residual funds became available, could staff distribute the money to the above programs that were approved but unable to be funded, and the committee agreed they could do so. Yarbrow added some of the grantees that were awarded funding but at a lower level may not be able to accept those funds and those funds could also be disbursed to these four programs.

The following applications were disapproved:

GRANT NUMBER	APPLICANT	VOTE
NFF 01-04	Loudon Co. Juvenile Services	Unanimous
NFF 04-04	Brownsville/Haywood Co. Community Action Org., Inc.	Unanimous
NFF 06-04	Madison Co. Juvenile Court	Unanimous
NFF 07-04	Roane Co. Government	Unanimous
NFF 08-04	City of Bristol	Unanimous
NFF 09-04	Cannon Co. R.E.A.C.H. Program	Unanimous
NFF 10-04	Southeast Community Services Agency	Unanimous
NFF 11-04	Coffee Co. Schools	Unanimous
NFF 13-04	Chattanooga's Kids on the Block	Unanimous
CFF 14-04	Girl Scouts of Moccasin Bend Council	1 Abstention
NFF 15-04	Children's Advocacy Center of Sullivan Co.	Unanimous
NFF 16-04	Free Will Baptist Family Ministries	Unanimous
NFF 17-04	The University of TN-Knoxville	Unanimous
NFF 18-04	Mediation Services of Middle TN	Unanimous
NFF 19-04	Hamilton Co. Department of Education	Unanimous
NFF 20-04	Exchange Club Family Center	Unanimous
NFF 23-04	Community Reconciliation, Inc.	Unanimous
NFF 24-04	Apostolic Faith Church	Unanimous
NFF 25-04	Hancock Co. Board of Education	Unanimous
NFF 26-04	Creative Life, Inc.	Unanimous
NFF 27-04	YMCA of East TN	Unanimous
NFF 29-04	Animals Reaching Kids (ARK) Farm	Unanimous
NFF 30-04	Youth Crossing Bridges	Unanimous
NFF 32-04	West TN AHEC	Unanimous
NFF 33-04	Martha O'Bryan Center	Unanimous
NFF 34-04	Big Brothers Big Sisters of Wilson Co.	Unanimous
NFF 37-04	DeKalb Co. Government	Unanimous
NFF 38-04	Young Men's Christian Assoc. of Jackson and West TN	Unanimous
NFF 39-04	Tipton Co.	Unanimous
NFF 40-04	Johnson City Juvenile Court	Unanimous
NFF 41-04	Avalon Center	Unanimous
NFF 43-04	Children's Advocacy Center-9th Judicial District	Unanimous
NFF 45-04	Appalachian Women's Guild	Unanimous
NFF 46-04	United Way of Rutherford Co.	Unanimous
NFF 47-04	Kingsport City Schools	Unanimous

NFF 48-04	Putnam Co. Board of Education	Unanimous
NFF 53-04	Urban Youth Initiative	Unanimous
NFF 54-04	Partnership for Families, Children, and Adults	Unanimous
NFF 55-04	Tipton Co. Board of Education	Unanimous
NFF 57-04	Shelby Co. Sheriff's Office	Unanimous
NFF 58-04	Knoxville Area Urban League	Unanimous
NFF 60-04	Family Guidance Training Institute, Inc.	Unanimous
NFF 61-04	Kingsport Housing & Redevelopment Authority	Unanimous
NFF 62-04	Volunteer Behavioral Health Care System	Unanimous
NFF 63-04	Lincoln Co. Board of Education	Unanimous
NFF 64-04	Personal & Career Development	Unanimous
NFF 68-04	Children & Family Services, Inc.	Unanimous
NFF 72-04	Boys & Girls Club of Jackson	Unanimous
NFF 75-04	Advocacy & Resources Corp.	Unanimous
NFF 76-04	The Village Community Dev. Corp.	Unanimous
NFF 77-04	The Village Community Dev. Corp.	Unanimous
NFF 78-04	Community Impact	Unanimous
NFF 79-04	Robinson Ministries, Inc.	Unanimous
CFF 80-04	TN Juvenile Court Information System	1 Abstention
NFF 81-04	Kids on the Block of Middle TN	Unanimous
NFF 83-04	Youth Life Learning Center	Unanimous

Maness asked if grant review training was available for GRC members. Stafford advised technical assistance training was available through OJJDP.

There being no further business before the committee:

IT WAS MOVED (FORD) AND SECONDED (MANESS) TO ADJOURN THE MEETING. THE MOTION CARRIED UNANIMOUSLY.

The meeting was adjourned at 4:05 PM.

Minutes submitted by:

Minutes approved by:

Diane Baham, Admin. Secretary

Joetta Yarbro, GRC Chairperson